

3 November 1947

MEMORANDUM FOR CHIEF, EDITORIAL DIVISION  
CHIEF, SPECIAL REPORTS DIVISION  
CHIEF, FIELD DIVISION  
CHIEF, SERVICES DIVISION  
ADMINISTRATIVE OFFICER

1. It has come to the attention of this office that certain printed material in [REDACTED] which has a stamped classification higher than RESTRICTED has not been considered properly classified and has not been handled in the manner prescribed by CIA Security Regulations for classified material. Furthermore, no action has been taken to lower the classification of such material.

2. Effective immediately all material in [REDACTED] will be handled in accordance with CIA Security Regulations and in accordance with the classification stamped thereon, unless specific permission from this office to handle this material otherwise is granted, or unless this material has been declassified by competent authority.

3. Division Chiefs are responsible for compliance with the above instructions and will submit to the Administrative Officer prior to 1800 4 November 1947 a list of any material in their Division for which they believe the classification should be lowered or eliminated.

Chief, [REDACTED]

This document is part of classified integrated file.  
If separated from file, document is unclassified.

|                                       |                                     |
|---------------------------------------|-------------------------------------|
| Document No.                          | 6                                   |
| No Change in Class.                   | <input checked="" type="checkbox"/> |
| <input type="checkbox"/> Declassified |                                     |
| Class. Changed to:                    | S S C                               |
| Next Review Date:                     |                                     |
| Auth.: HR 70-3                        |                                     |
| NOTE: 050779                          | 050779                              |